



CITY OF HOUSTON

Job Posting

1	Applications accepted from	ALL PERSONS INTERESTED
2	Job Classification	Microbiologist I
3	Posting Number	PN# 111199
4	Department	Health & Human Services Department
5	Division	Office of Surveillance & Public Health
6	Section	Preparedness
7	Reporting Location	Laboratory Services
8	Workdays & Hours	1115 S. Braeswood M - F, 8 a.m. - 5 p.m.*
		*Subject to change
9	<u>DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS</u> Performs entry-level bacteriological, serological and virological laboratory work according to clearly prescribed procedures and laboratory techniques. <u>CORE FUNCTIONS</u> <ul style="list-style-type: none">➤ Performs entry-level bacteriological, serological and virological laboratory work according to clearly prescribed procedures and laboratory techniques.➤ Processes specimens and accurately enters patient demographics and test results into the la computer system. Performs STAT lab tests for syphilis (RPR), prepares and interprets wet mounts, gram stains and performs rapid. HIV.➤ Conducts required Quality Control and Quality Assessment of reagents and equipments. Documents all required information and maintains all records as directed.➤ Rotates in STAT testing services offered in the Mobile Clinic.➤ Participates in competency testing such as proficiency testing. Attends internal and external continuing educational programs. Maintains required productivity level. Adheres to all policies and procedures.	
10	<u>WORKING CONDITIONS</u> This position occasionally requires stooping or bending. Occasional very light lifting, such as three or four reams of papers or books (up to 20 pounds or an equivalent weight) may be required.	
11	<u>MINIMUM EDUCATIONAL REQUIREMENTS</u> A Bachelor's degree in Biology, Bacteriology, Microbiology or a closely related field is required.	
12	<u>MINIMUM EXPERIENCE REQUIREMENTS</u>	None
13	<u>MINIMUM LICENSE REQUIREMENTS</u>	None
14	<u>PREFERENCES</u> <ul style="list-style-type: none">➤ Good computer skills.➤ Must work with minimal direction➤ Day shift with some evening and night rotation requirements.	
15	<u>SELECTION/SKILLS TESTS REQUIRED</u>	None
16	<u>SAFETY IMPACT POSITION</u>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.
17	<u>SALARY INFORMATION</u> GRANT FUNDED Grant positions are dependent upon continued available funds. Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is: <div>Salary Range - Pay Grade 14 \$861 - \$1,159 Biweekly \$22,386 - \$30,134 Annually</div>	
18	<u>OPENING DATE</u>	June 14, 2006
19	<u>CLOSING DATE</u>	OPEN UNTIL FILLED
20	<u>APPLICATION PROCEDURES</u> Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, Garden Level. Successful candidates will be notified of their application status. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided. TDD Phone Number (713) 837-9496. An equal opportunity employer	

